How to Register for Classes

1. Log in to your Student Center at **my.maricopa.edu** with your MEID and password.

Student Center

2. Click the **Add a Class** link under the Academics heading and Enrollment sub-heading.

3. Select the college and term that you want to register for, then click **Continue**. If you do not see the college and term you want, you may not have filled out the **Student Admission Application** and should do so now. In order to register for classes you must be admitted to Chandler-Gilbert

4. Enter your 5-digit class section number (found on your **high school course list**) in the Enter Class Nbr field, then click the **Enter** button.

5. Verify that the class you added is the one you want. If everything looks good, click the **Next** button.

Section	Component	Topic	Days & Times	Room	Instructor	Start/End Date
0002	Lec & Lab	Period 1		Desert Vista High School	Staff	09/17/2018 – 05/31/2019

6. Repeat **Steps 4 and 5** for any other classes you wish to add.

7. Click on the **Proceed to Step 2 of 3** button.

8. Confirm your class schedule one more time, then click the **Finish Enrolling** button.

9. Verify that you are enrolled in the classes you selected. Any errors will have a red X in the **Status column**.

	✔ Success: enrolled	✖ Error: unable to add class	
Class	**Message**		**Status**
	Success: This class has been added to your schedule.		✔

10. Click on **Payment Options**, and then click on the **Charges Due** tab to see any tuition and fees you may owe.

PAYMENT OPTIONS

Tuition is due on the same day that you register into classes. If you do not make payment arrangements by the end of the day, you will be dropped.

| summary | activity | charges due | payments | pending financial aid | make a payment |